



## CITY OF LAUDERHILL

### RE-ROOFING PERMIT APPLICATION AND INSTRUCTIONS

1. COMPLETE THE BROWARD COUNTY BUILDING PERMIT APPLICATION. THIS APPLICATION MUST BE SIGNED BY THE OWNER AND THE CONTRACTOR. BOTH SIGNATURES MUST BE NOTARIZED. **SUBMIT ORIGINAL.**
2. COMPLETE THE HIGH VELOCITY HURRICANE ZONE UNIFORM PERMIT APPLICATION FORM. **SUBMIT ORIGINAL AND 1 COPY.**
3. SUBMIT 2 COPIES OF NOTICE OF ACCEPTANCE/PRODUCT APPROVALS.
4. SUBMIT 1 COPY OF THE CONTRACT.
5. **IF THE JOB VALUE IS MORE THAN \$2,500.00, YOU MUST ALSO SUBMIT A CERTIFIED COPY OF THE NOTICE OF COMMENCEMENT FILED WITH BROWARD COUNTY.** INSTRUCTIONS FOR FILING THIS FORM ARE ATTACHED.
6. COMPLETE THE STATEMENT OF RESPONSIBILITIES REGARDING ASBESTOS FORM. **SUBMIT ORIGINAL AND 1 COPY.**
7. COMPLETE THE CITY OF LAUDERHILL SINGLE FAMILY RE-ROOFING AFFIDAVITS. **PROVIDE 2 SIGNED AND SEALED COPIES PRIOR TO 1<sup>ST</sup> INSPECTION.**

**ALL PERMIT FEES ARE TO BE PAID AT TIME OF SUBMISSION.**

**ALL CONTRACTORS MUST BE REGISTERED WITH THE CITY OF LAUDERHILL. LICENSES, CERTIFICATIONS, LIABILITY INSURANCE AND WORKERS COMP INSURANCE MUST BE CURRENT.**

**APPLICATIONS MAY BE SUBMITTED AT THE CITY OF LAUDERHILL BUSINESS CENTER LOCATED AT 5581 WEST OAKLAND PARK BOULEVARD, LAUDERHILL, FLORIDA. THE BUSINESS CENTER IS OPEN MONDAY – THURSDAY 7:30 A.M. – 6:00 P.M.**

**IF YOU HAVE ANY QUESTIONS CONCERNING THIS APPLICATION, PLEASE CALL THE BUILDING DIVISION AT 954-739-0100.**

# BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Select One Trade: ☐ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Other \_\_\_\_\_

Application Number: \_\_\_\_\_

Application Date: \_\_\_\_\_

1	Job Address:	Unit:	City:		
	Tax Folio No.:	Flood Zn:	BFE:	Floor Area:	Job Value:
	Building Use:	Construction Type:	Occupancy Group:		
	Present Use:	Proposed Used:			
	Description of Work:				
<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Revision <input type="checkbox"/> Other:					
Legal Description: <input type="checkbox"/> Attachment					
2	Property Owner:	Phone:	Email:		
	Owner's Address:	City:	State:	Zip:	
3	Contracting Co.:	Phone:	Email:		
	Company Address:	City:	State:	Zip:	
	Qualifier's Name:	Owner-Builder: <input type="checkbox"/>	License Number:		
4	Architect/Engineer's Name:	Phone:	Email:		
	Architect/Engineer's Address:	City:	State:	Zip:	
	Bonding Company:				
	Bonding Company Address:	City:	State:	Zip:	
	Fee Simple Titleholder's name (if other than owner):				
	Fee Simple Titleholder's Address (If other than owner):	City:	State:	Zip:	
	Mortgage Lender's Name:				
Mortgage Lender's Address:	City:	State:	Zip:		

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

**OWNER'S AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.**

X \_\_\_\_\_  
Signature of Property Owner or Agent

STATE OF FLORIDA  
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

(Type / Print Property Owner or Agent Name)

X \_\_\_\_\_  
Signature of Qualifier

STATE OF FLORIDA  
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

(Type / Print Qualifier's Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name \_\_\_\_\_  
(Print, Type or Stamp Notary's Name)

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

NOTARY'S SIGNATURE as to Qualifier's Signature

Notary Name \_\_\_\_\_  
(Print, Type or Stamp Notary's Name)

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ Permit Officer Issue Date: \_\_\_\_\_ Code in Effect: \_\_\_\_\_

**A jurisdiction may use a supplemental page requesting additional information and citing other conditions, please inquire.**

Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.

## OWNER/BUILDER AFFIDAVIT

STATE OF FLORIDA  
COUNTY OF BROWARD

BEFORE ME THIS DAY PERSONALLY APPEARED \_\_\_\_\_ who being duly sworn, deposes and says as follows: "I HAVE READ AND FULLY UNDERSTAND THE PROVISIONS OF THIS INSTRUMENT."

STATE LAW REQUIRES construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor with certain restrictions, even though you do not have a license. You must provide direct, on site supervision of the construction yourself. You may build or improve a one-family or two-family residence or farm outbuilding. You may build or improve a commercial building provided your costs do not exceed \$75,000.

The building or residence must be for your own use and occupancy. It may not be built or substantially improved for sale or lease. If you sell or lease a building you have built, or substantially improved yourself within 1 year after the construction is complete, the law will presume that you built it for sale or lease, which is a violation of this exemption. You may not hire an unlicensed person to act as your contractor, or to supervise people working on your building. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you which means that you must deduct FICA and withholding tax, and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes and zoning regulations. (Chapter 489 FS)

1. The Owner alone shall act as the Primary Contractor for all phases of the construction.
2. The Owner shall comply with all provisions of the Florida Building Code.
3. Only properly licensed contractors shall perform work, including any phases of the construction that are sub-contracted.
4. In the event that the Building Official shall require corrections to be made, the Owner shall assume full responsibility to ensure that they are made and, upon completion, shall call for re-inspection before proceeding with the construction.
5. The Owner shall assume full responsibility for the construction and will not expect supervision of his work from the City of Lauderhill Building Department.
6. The Owner shall comply with all municipal, state and federal laws, with regard to social security, workman's compensation, safety codes, etc., where applicable.

THE UNDERSIGNED FURTHER AGREES THAT if the owner should be unable to comply with the above requirements, the Owner shall hire licensed contractors to take over and complete the job in strict compliance with the Florida Building Codes.

Sworn to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Job Address

**SECTION 1525**  
**HIGH-VELOCITY HURRICANE ZONES UNIFORM PERMIT APPLICATION**

*Florida Building Code 5th Edition (2014)*  
**High-Velocity Hurricane Zone Uniform Permit Application Form**

**INSTRUCTION PAGE**

**COMPLETE THE NECESSARY SECTIONS OF THE UNIFORM ROOFING PERMIT APPLICATION FORM AND ATTACH THE REQUIRED DOCUMENTS AS NOTED BELOW:**

Roof System	Required Sections of the Permit Application Form	Attachments Required See List Below
Low Slope Application	A,B,C	1,2,3,4,5,6,7
Prescriptive BUR-RAS 150	A,B,C	4,5,6,7
Asphaltic Shingles	A,B,D	1,2,4,5,6,7
Concrete or Clay Tile	A,B,D,E	1,2,3,4,5,6,7
Metal Roofs	A,B,D	1,2,3,4,5,6,7
Wood Shingles and Shakes	A,B,D	1,2,4,5,6,7
Other	As Applicable	1,2,3,4,5,6,7

**ATTACHMENTS REQUIRED:**

1.	Fire Directory Listing Page
2.	From Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design Calculations per Chapter 16, or if applicable, RAS 127 or RAS 128
4.	Other Component of Product Approval
5.	Municipal Permit Application
6.	Owners Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing/Calculation Documentation

**1523.6.5.2.17.1** Tested for compressive strength in compliance with ASTM D 1621 with a minimum strength of 18 psi (121 kPa) parallel to rise, and 12 psi (82.7 kPa) perpendicular to rise.

**1523.6.5.2.17.2** Tested for density in compliance with ASTM D 1622 with a minimum density of 1.6 pounds per cubic foot (25.6 kg/m<sup>3</sup>).

**1523.6.5.2.17.3** Tested for tensile strength in compliance with ASTM D 1623 with a minimum requirement of 28 psi (193 kPa) parallel to rise.

**1523.6.5.2.17.4** Tested for dimensional stability taken from a free rise sample specimen. Tested in compliance with ASTM D 2126 with a maximum volume change of +0.07-percent volume change at -40°F (-40°C) for two weeks; and +6.0-percent volume change at 158°F (70°C) and 100-percent RH for two weeks.

**1523.6.5.2.17.5** Tested in compliance with ASTM D 2856 from a free rise sample specimen with a minimum requirement for 85 percent.

**1523.6.5.2.17.6** Tested for water absorption in compliance with ASTM D 2842 with a maximum requirement of 10 percent.

**1523.6.5.2.17.7** Tested in compliance with ASTM E 96 for moisture vapor transmission for a maximum of 3.1 perms.

#### SECTION 1524 HIGH-VELOCITY HURRICANE ZONES— REQUIRED OWNERS NOTIFICATION FOR ROOFING CONSIDERATIONS

**1524.1 Scope.** As it pertains to this section, it is the responsibility of the roofing contractor to provide the owner with the required roofing permit, and to explain to the owner the con-

tent of this section. The provisions of this chapter govern the minimum requirements and standards of the industry for roofing system installations. Additionally, the following items should be addressed as part of the agreement between the owner and the contractor. The owner's initial in the designated space indicates that the item has been explained.

**1. Aesthetics—workmanship.** Reserved.

**2. Renailing wood decks.** When replacing roofing, the existing wood roof deck may have to be renailed in accordance with the current provisions of Chapter 16 (High-Velocity Hurricane Zones) of this code. (The roof deck is usually concealed prior to removing the existing roof system.)

**3. Common roofs.** Reserved.

**4. Exposed ceilings.** Exposed, open beam ceilings are where the underside of the roof decking can be viewed from below. The owner may wish to maintain the architectural appearance; therefore, roofing nail penetrations of the underside of the decking may not be acceptable. The owner provides the option of maintaining this appearance.

**5. Ponding water.** Reserved.

**6. Overflow scuppers (wall outlets).** It is required that rainwater flow off so that the roof is not overloaded from a buildup of water. Perimeter/edge walls or other roof extensions may block this discharge if overflow scuppers (wall outlets) are not provided. It may be necessary to install overflow scuppers in accordance with the requirements of Chapter 15 and 16 herein and the *Florida Building Code, Plumbing*.

**7. Ventilation.** Reserved.

**Florida Building Code 5th Edition (2014)**

**High-Velocity Hurricane Zone Uniform Permit Application Form.**

**Section A (General Information)**

Master Permit No. \_\_\_\_\_ Process No. \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Job Address \_\_\_\_\_

**ROOF CATEGORY**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Low Slope          | <input type="checkbox"/> Mechanically Fastened Tile | <input type="checkbox"/> Mortar/Adhesive Set Tiles |
| <input type="checkbox"/> Asphaltic Shingles | <input type="checkbox"/> Metal Panel/Shingles       | <input type="checkbox"/> Wood Shingles/Shakes      |
|   | <input type="checkbox"/> Prescriptive BUR-RAS 150   |  |

**ROOF TYPE**

- |                                   |                                 |                                      |                                    |                                     |
|-----------------------------------|---------------------------------|--------------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> New roof | <input type="checkbox"/> Repair | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Reroofing | <input type="checkbox"/> Recovering |
|-----------------------------------|---------------------------------|--------------------------------------|------------------------------------|-------------------------------------|

**ROOF SYSTEM INFORMATION**

Low Slope Roof Area (SF) \_\_\_\_\_ Steep Sloped Roof AREA (SSF) \_\_\_\_\_ Total (SF) \_\_\_\_\_

**Section B (Roof Plan)**

Sketch Roof Plan: Illustrate all levels and sections, roof drains, scuppers, overflow scuppers and overflow drains. Include dimensions of sections and levels, clearly identify dimensions of elevated pressure zones and location of parapets.

**Florida Building Code 5th Edition (2014)  
High-Velocity Hurricane Zone Uniform Permit Application Form.**

**Section C (Low Slope Application)**

Fill in specific roof assembly components and identify manufacturer

(If a component is not used, identify as "NA")

System Manufacturer: \_\_\_\_\_

Product Approval No.: \_\_\_\_\_

Design Wind Pressures, From RAS 128 or Calculations:

P1: \_\_\_\_\_ P2: \_\_\_\_\_ P3: \_\_\_\_\_

Max. Design Pressure, from the specific product approval system: \_\_\_\_\_

Deck:  
Type: \_\_\_\_\_

Gauge/Thickness: \_\_\_\_\_

Slope: \_\_\_\_\_

Anchor/Base Sheet & No. of Ply(s): \_\_\_\_\_

Anchor/Base Sheet Fastener/Bonding Material: \_\_\_\_\_

Insulation Base Layer: \_\_\_\_\_

Base Insulation Size and Thickness: \_\_\_\_\_

Base Insulation Fastener/Bonding Material: \_\_\_\_\_

Top Insulation Layer: \_\_\_\_\_

Top Insulation Size and Thickness: \_\_\_\_\_

Top Insulation Fastener/Bonding Material: \_\_\_\_\_

Base Sheet(s) & No. of Ply(s): \_\_\_\_\_

Base Sheet Fastener/Bonding Material: \_\_\_\_\_

Ply Sheet(s) & No. of Ply(s): \_\_\_\_\_

Ply Sheet Fastener/Bonding Material: \_\_\_\_\_

Top Ply: \_\_\_\_\_

Top Ply Fastener/Bonding Material: \_\_\_\_\_

Surfacing: \_\_\_\_\_

Fastener Spacing for Anchor/Base Sheet Attachment:

Field: \_\_\_\_\_" oc @ Lap, # Rows \_\_\_\_\_ @ \_\_\_\_\_" oc

Perimeter: \_\_\_\_\_" oc @ Lap, # Rows \_\_\_\_\_ @ \_\_\_\_\_" oc

Corner: \_\_\_\_\_" oc @ Lap, # Rows \_\_\_\_\_ @ \_\_\_\_\_" oc

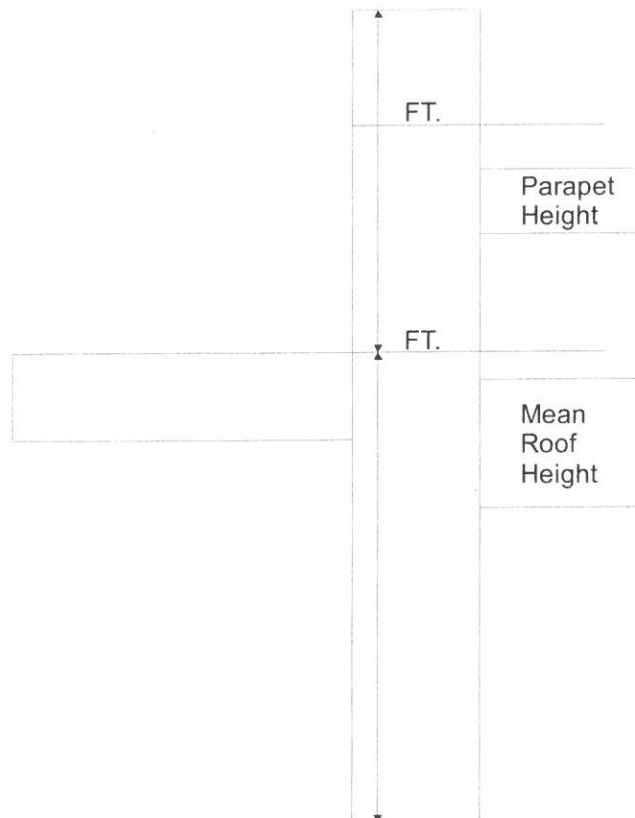
Number of Fasteners Per Insulation Board:

Field \_\_\_\_\_ Perimeter \_\_\_\_\_ Corner \_\_\_\_\_

Illustrate Components Noted and Details as Applicable:

Woodblocking, Gutter, Edge Termination, Stripping, Flashing, Continuous Cleat, Cant Strip, Base Flashing, Counterflashing, Coping, Etc.

Indicate: Mean Roof Height, Parapet Height, Height of Base Flashing, Component Material, Material Thickness, Fastener Type, Fastener Spacing or Submit Manufacturers Details that Comply with RAS 111 and Chapter 16.





**Florida Building Code 5th Edition (2014)**  
**High-Velocity Hurricane Zone Uniform Permit Application Form**

**Section D (Steep Sloped Roof System)**

Roof System Manufacturer: \_\_\_\_\_

Notice of Acceptance Number: \_\_\_\_\_

Minimum Design Wind Pressures, If Applicable (From RAS 127 or Calculations):

P1: \_\_\_\_\_ P1: \_\_\_\_\_ P1: \_\_\_\_\_

Deck Type: \_\_\_\_\_

Type Underlayment: \_\_\_\_\_

Insulation: \_\_\_\_\_

Fire Barrier: \_\_\_\_\_

Fastener Type & Spacing: \_\_\_\_\_

Adhesive Type: \_\_\_\_\_

Type Cap Sheet: \_\_\_\_\_

Roof Covering: \_\_\_\_\_

Type & Size Drip Edge: \_\_\_\_\_

Roof Slope:  
 \_\_\_\_\_ : 12

Ridge Ventilation?  
 \_\_\_\_\_

Mean Roof Height: \_\_\_\_\_



**Florida Building Code 5th Edition (2014)**

## High-Velocity Hurricane Zone Uniform Permit Application Form.

### Section E (Tile Calculations)

For Moment based tile systems, choose either Method 1 or 2. Compare the values for  $M_i$  with the values from  $M_r$ . If the  $M_i$  values are greater than or equal to the  $M_r$  values, for each area of the roof, then the tile attachment method is acceptable.

### Method 1 "Moment Based Tile Calculations Per RAS 127"

(P1: \_\_\_\_\_ x  $\lambda$  \_\_\_\_\_ = \_\_\_\_\_) - Mg: \_\_\_\_\_ =  $M_{r1}$  \_\_\_\_\_ Product Approval  $M_f$  \_\_\_\_\_

(P2:  $x\lambda$  = ) - Mg: = M<sub>P2</sub> Product Approval M<sub>i</sub>

(P3:  $x\lambda =$  ) - Mg:  $= M_{P3}$  Product Approval  $M_i$

### Method 2 “Simplified Tile Calculations Per Table Below”

Required Moment of Resistance ( $M_r$ ) From Table Below \_\_\_\_\_ Product Approval  $M_r$  \_\_\_\_\_

M <sub>r</sub> required Moment Resistance*					
Mean Roof Height Roof Slope	15'	20'	25'	30'	40'
2:12	34.4	36.5	38.2	39.7	42.2
3:12	32.2	34.4	36.0	37.4	39.8
4:12	30.4	32.2	33.8	35.1	37.3
5:12	28.4	30.1	31.6	32.8	34.9
6:12	26.4	28.0	29.4	30.5	32.4
7:12	24.4	25.9	27.1	28.2	30.0

\*Must be used in conjunction with a list of moment based tile systems endorsed by the Broward County Board of Rules and Appeals.

For Uplift based tile systems use Method 3. Compared the values for  $F'$  with the values for  $F_r$ . If the  $F'$  values are greater than or equal to the  $F_r$  values, for each area of the roof, then the tile attachment method is acceptable.

### Method 3 "Uplift Based Tile Calculations Per RAS 127"

(P1: \_\_\_\_\_ x L \_\_\_\_\_ = \_\_\_\_\_ x w: = \_\_\_\_\_) - W: \_\_\_\_\_ x cos  $\theta$  \_\_\_\_\_ =  $F_{r1}$  \_\_\_\_\_ Product Approval F' \_\_\_\_\_

(P2:  $\frac{1}{2} x L = \frac{1}{2} x w = \frac{1}{2}$ ) - W:  $\frac{1}{2} x \cos \theta = F_{r2}$  Product Approval  $F'$

(P3:  $\frac{1}{2} \times L = \frac{1}{2} \times w = \frac{1}{2}$ ) - W:  $\frac{1}{2} \times \cos \theta = F_{13}$  Product Approval F' \_\_\_\_\_

Where to Obtain Information		
Description	Symbol	Where to find
Design Pressure	P1 or P2 or P3	RAS 127 Table 1 or by an engineering analysis prepared by PE based on ASCE 7
Mean Roof Height	H	Job Site
Roof Slope	$\theta$	Job Site
Aerodynamic Multiplier	$\lambda$	Product Approval
Restoring Moment due to Gravity	$M_g$	Product Approval
Attachment Resistance	$M_f$	Product Approval
Required Moment Resistance	$M_g$	Calculated
Minimum Attachment Resistance	$F'$	Product Approval
Required Uplift Resistance	$F_r$	Calculated
Average Tile Weight	W	Product Approval
Tile Dimensions	L = length W = width	Product Approval
All calculations must be submitted to the building official at the time of permit application.		

**MAYOR**  
Richard J. Kaplan, Esq.

**VICE MAYOR**  
Hayward J. Benson, Jr., Ed.D.

**COMMISSIONERS**  
M. Margaret Bates  
Howard Berger  
Ken Thurston

# CITY OF LAUDERHILL



**CITY MANAGER**  
Charles Faranda

**ASSISTANT CITY MANAGER**  
Desorae Giles-Smith

**CITY CLERK**  
Andrea Anderson

**CITY ATTORNEY**  
Earl Hall

**FINANCE DEPARTMENT**  
Building Division

Re: Building Permits

To Whom It May Concern:

Please be advised that you are responsible to know and follow any deed restrictions or covenants that are imposed by Homeowner Associations, Condominium Associations or any other person or legal entity. If your property is deed restricted, it is your responsibility to know and follow the rules or restrictions.

You proceed at your own risk if you perform construction or other improvements on your property that violate deed restrictions and covenants. By issuing a building permit, the City of Lauderhill does not assume any liability to you or your association.

A handwritten signature in blue ink, appearing to read 'R. Youse'.

Randy Youse  
Chief Building Official  
City of Lauderhill